

HIV Prevention Program Grant/Contract Deliverables and Expectations

Name of Organization:	2021 Tribal Contract
Grant Year:	October 1, 2020 – September 30, 2021

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Background

Funding from CDC Grant PS12-1201, Comprehensive Human Immunodeficiency Virus (HIV) Prevention Programs for Health Departments. The DHS HIV Program has been granting this funding for Tribal HIV prevention efforts to Tribal clinics for the past 9 years. Prior to that time, the Program provided the same funding to GLITC to coordinate efforts at the Tribal level.

Funding Per Tribe or Generalized Funding Statement

\$9,000 to each of the eleven tribes to support “Tribal HIV Coordinator” activities of HIV Prevention.

Funded Tribes

Bad River Band of Lake Superior Chippewa
Forest County Potawatomi
Ho-Chunk Nation
Lac Courte Oreilles Band of Lake Superior Chippewa
Lac du Flambeau Band of Lake Superior Chippewa
Menominee Tribe of Wisconsin
Oneida Nation
Red Cliff Band of Lake Superior Chippewa
Sokaogon Chippewa (Mole Lake)
St. Croix Chippewa
Stockbridge-Munsee

Scope of Work Summary

Tribal HIV Coordinators work with the HIV Program to develop annual work plans. Scope of Work is to conduct activities consistent with the work plan on file with the Program.

Work plan activities vary based on each Tribe’s resources and needs and include the following:

- Conducting HIV and Hepatitis C (HCV) education events in conjunction with National HIV Awareness Days (e.g. World AIDS Day, National HIV Testing Day, National Native HIV/AIDS Awareness Day, etc.) and National HCV Awareness Days (e.g. Hepatitis Awareness Month, Hepatitis Testing Day, World Hepatitis Day).

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- Conducting HIV and HCV education, condom distribution and HIV/HCV testing activities at Tribal Pow-Wows and other events.
- Conducting HIV prevention education with Tribal youth, including the use of the “Making Proud Choices” curriculum for some Tribal programs.
- Providing periodic basic “HIV 101” and “HCV 101 (Basic Facts)” training to employees at tribe operated casinos and resorts, tribal clinics, and social support service providers.
- Provide HIV and HCV training opportunities for HIV Coordinators by funding in-state and out-of-state conference, workshop, webinar, and meeting attendance and professional development.

Contract Period of Performance:

Contract is ongoing, with individual Tribal work plans updated on an annual basis. Tribes submit quarterly narrative reports updating the HIV Program on progress related to the scope of work. The HIV Program will perform in-person check-ins at each tribal community and/or attend program funded events.

Mandatory Reporting Requirements	Due Date
Quarterly Narrative Reports – due 15 days after the close of each quarter. These are emailed directly to dhstribalhiv@dhs.wisconsin.gov	January 15, April 15, July 15, October 15, 2021
Annual work plan update – Tribal HIV Coordinators work: Logic Model, SMART Objectives, Tribal Grant Application, Budget, and Work plan Coversheet. These are emailed directly to dhstribalhiv@dhs.wisconsin.gov (Documents submitted will be reviewed and workshops will be scheduled to review and edit them at the first meeting)	September 15, 2020
Attend mandatory Tribal Coordinator virtual and/or in person meetings	TBD
Annual Technical Assistance Call with Tribal Affairs	TBD
Report budget changes and staff changes to Division Program Contact within 48 hours	On-going
Provide 5 business days’ notice of expected Quarterly Narrative Report submission delays	On-going
Provide a month’s notice of Tribal Coordinator meetings/webinars unless classified as an emergency. Emergencies are classified as severe illness, bereavement or severe weather.	On-going

Conditions of Contract

All Mandatory Reporting Requirements will be strictly enforced. Failure to meet the deliverables and expectations outlined in this contract will result in remedial action. Tribal performance will be reviewed during Quarter 4 of the grant year. Any unmet expectations will be outlined in the Program Performance Improvement Plan (PPIP) and provided to the Tribal Coordinator and their supervisor. Funding is contingent upon meeting contract deliverables and expectations.